# MINUTES OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION November 20, 2012



**COMMISSIONERS PRESENT:** Chuck Blair, Ray Gamma, Mike O'Halloran, Cynthia Owens, Tino Silva,

Kevan Michael Walke.

**EXCUSED:** Roseann Alderete LaCoursiere.

**STAFF PRESENT:** James Teixeira, Director of Parks and Recreation.

## **MATTERS FOR COUNCIL ACTION** — None.

## I. CALL TO ORDER/ROLL CALL/ ORDER OF AGENDA

The meeting was called to order by Chair Gamma at 7:00 p.m. On a motion by Commissioner Owens and second by Commissioner Blair, the Commission excused (6-0) Commissioners LaCoursiere.

## II. APPROVAL OF MINUTES

On a motion by Commissioner Silva and second by Commissioner Walke, the Commission approved (4-0-2 abstentions) the minutes of the Regular Meeting of October 16, 2012.

## III. CORRESPONDENCE/COMMUNICATIONS

The Commission reviewed: (a) recent Council actions pertaining to Parks & Recreation; (b) an invitation for Commissioners to participate in Leadership Santa Clara; (c) a Chamber of Commerce invitation to attend a dinner for outgoing City Council members to be held December 6, 2012; (d) the updated Board and Commission List; and, (e) an open letter from the Mayor and Council posted on City website related to the impacts of the dissolution of the City's Redevelopment Agency.

## IV. OLD BUSINESS

- A. A Commissioner requested that the Parks & Recreation Department consider a donation of personal effects related to Rev. Walter E. Schmidt for display at the Youth Activity Center. Donations are considered according to CMD #70, and an approved display currently exists in the YAC lobby.
- B. The Commission continued the October Commission meeting discussion regarding the potential for businesses, community groups, or individuals to provide a financial donation to the City to purchase specific park amenities or provide volunteers and reviewed a sample brochure.
- V. <u>NEW BUSINESS</u> A. The Parks & Recreation Department received a request to accept a donation for the purchase and installation of a California Live Oak and small brass marker in memory of Horace and Emmi Larkin for placement in Bracher Park. Horace and Emmi Larkin are the recently deceased parents of Eric Larkin, a 15-year Santa Clara resident who frequently uses Bracher Park. The request was made by Stephanie Larkin (granddaughter). According to the City's Gift and Donation policy, gifts are reviewed by the appropriate department head and a recommendation is considered by Council for acceptance. Occasional similar requests for donations of trees, benches, and park amenities including recognition markers have been received and previously approved by the City. Bracher Park currently has a need for replacement trees and the Park & Recreation Department budget for this purpose is limited. The City determines tree species, size, location, plaque size and appropriate wording, the donor

pays all associated costs. The Commission expressed concern regarding accepting donations and placement of recognition plaques for non-residents. The Commission recommended acceptance of the donation of the tree only, and that Council support development of criteria and guidelines to restrict the placement of future recognition plaques.

## VI. <u>STAFF REPORT</u>

Director Teixeira reviewed upcoming recreation programs including the Holiday Tree Lighting Special Event at Civic Center Plaza, and progress on Parks facility improvements including: the next phase of tree removal and replanting at City Plaza Park; the Agnew Park old restroom building removal and basketball court replacement; installation of an endless pool Donated by the Santa Clara Swim Club at the International Swim Center.

## VII. COMMISSIONERS' REPORTS

**Commissioner Blair**—N o Report.

**Commissioner Gamma**—Reported on the Wutzit Club Alumni Committee dinner dance held on November 17, 2012 at Am. Legion Post 419 in support of the Walter E. Schmidt Youth Activity Center.

**Commissioner LaCoursiere**— No report.

**Commissioner Owens**—No report.

Commissioner Silva— No report.

**Commissioner Walke**— No report.

- VIII. <u>CONFERENCE ATTENDANCE REPORTS</u>—None.
- IX. <u>PUBLIC PRESENTATIONS/COMMENTS</u>—None.
- X. <u>ADJOURMENT</u>—On a motion by Commissioner Silva and second by Commissioner Owens, the Commission voted to cancel the next Commission meeting scheduled for December 18 and adjourned at 8:15 p.m. to the next regular meeting scheduled for January 15, 2013, at 7:00 p.m., in the City Hall Staff Conference Room.

Prepared by:		Reviewed by:	
	James Teixeira		Tino Silva
	Director of Parks and Recreation		Secretary